

## *Minutes*

Kingston Fire District  
Board of Wardens Meeting  
26 September 2013

**Present:** Wardens Donald Cobb, Sandra Koerner & Elizabeth McNab. Also, present were Tax Collector Linda Mendillo, Treasurer Carleen Lefebvre, Stephen Baker - Director of Public Safety & Emergency Management URI, Chief Nathan Barrington (arrived at 7:12), DC Thomas Reed, DC Christopher DeGrave and District Manager Jodi Hall.

**Absent:** Wardens Vincent Rose and Ina Sciabarrasi.

**Call to Order:** President Cobb called the Board of Wardens Meeting to order at 6:39 pm.

**Information/Comments/Questions from the Public:** There was no one from the public present.

**Motion:** McNab made and Koerner seconded a motion to accept Minutes from the Wardens Meeting on 08/22/13.

The minutes were reviewed. There were no further questions.

The motion passed unanimously.

### **Tax Collector's Report:**

**Motion:** Koerner made and McNab seconded a motion to accept the Tax Collector's Report.

Mendillo presented the Tax Collector's Report. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

**Motion:** McNab made and Koerner seconded a motion to accept the Out of Business 2010 for \$9.72, Out of Business 2011 for \$24.40 and Out of Business 2012 for \$55.91 abatements.

The motion passed unanimously.

**Motion:** McNab made and Koerner seconded a motion to accept the abatements for the 2013 KFD Tax bills under \$3.00, to also include one abatement totaling \$3.22, totaling \$38.21.

The motion passed unanimously.

**Motion:** McNab made and Koerner seconded a motion to accept the abatements to Union Fire District – 2013, totaling \$634.11.

The motion passed unanimously.

**Motion:** McNab made and Koerner seconded a motion to accept the Firefighters Abatement – 2013, totaling \$200.00.

The motion passed unanimously.

**Motion:** Koerner made and McNab seconded a motion to accept the Additions to KFD Tax Rolls – 2013 Split Properties, totaling \$3607.44.

The motion passed unanimously.

**Motion:** Koerner made and McNab seconded a motion to accept the Additions – Pro-Rated Bills (per Town of SK – 2013, totaling \$545.89.

The motion passed unanimously.

#### **URI Report:**

**Motion:** Koerner made and McNab seconded a motion to accept the URI Report.

Baker presented the URI Report. There was no further discussion or questions.

The motion passed unanimously.

#### **Chiefs' Report:**

**Motion:** McNab made and Koerner seconded a motion to accept the Chiefs' Reports.

Barrington presented his report. The Board reviewed the report. The tax collector program is going to cost more than originally budgeted but payments can be split up between this fiscal year and next fiscal year. It is requested that we proceed with negotiations with the software company for the purchase of this much needed program. The different aspects that the new program will provide were reviewed. There was only one reply for a quote to get the floors done, several requests were sent out to various companies. Clean Rite is a local, reputable vendor their quote to clean and restore all the floors totaled \$2409.83. The District staff met to review the budget and needs. A critical need at this time is to purchase radios as the current status of the radios is not reliable. It is requested to divert \$4000 from the Capital Project Funds scheduled for airbags for the purchase of radios. There were no further questions with regard to Barrington's report.

Reed presented his report. There was no further discussion or questions.

DeGrave presented his report. There was no further discussion or questions.

The motion passed unanimously.

**Motion:** McNab made and Koerner seconded a motion to move forward in negotiations for the new taxpayer program.

The motion passed unanimously

**Motion:** McNab made and Koerner seconded a motion to proceed with Clean Rite, as quoted, for the restoration and cleaning of the floors.

The motion passed unanimously.

**Motion:** McNab made and Koerner seconded a motion to divert \$4000 from the Capital Project Fund scheduled for airbags to the purchase of new radios.

The motion passed unanimously.

#### **Treasurer's Report:**

**Motion:** McNab made and Koerner seconded a motion to accept the Treasurer's Report.

Lefebvre presented the Treasurer's Report. The Board reviewed the report. There will be further updates once the audit has been completed and adjustments are made. Lefebvre pointed out that per the resolutions at the Annual Meeting the bank accounts for Capital Reserve and Building Reserve were closed and transferred to the Capital Projects bank accounts, which were opened. The Money Market Account has a promotional interest rate of .8% for the 2 or 3 months and the Checking Account is free as long as there is a combined balance of \$15,000. There was no further discussion or questions.

The motion passed unanimously.

**Finance Committee up-date/report:** The audit will be presented at the next Finance Meeting by Braver PC for anyone who would like to be there for the presentation. There was no further discussion or questions. No Motion was made

Next Meeting: October 24, 2013 at 9:00 a.m.

#### **New Business:**

**New Aerial Truck Financing:** The contract, as awarded, from Leasing 2, Inc. was reviewed for approval and the resolution was read and signed.

**Motion:** Koerner made and McNab seconded a motion to approve the Lease and adopt the resolution from Leasing 2, Inc. for the financing of the new Aerial Truck.

The motion passed unanimously

#### **Policies to review for Posting:**

Barrington handed out the draft of the Procurement Policy for comments and review prior to the next scheduled Wardens Meeting. There were no motions made.

**Policies to approve/adopt:** There were no policies presented for approval/adoption. There were not motions made.

#### **Old Business:**

- **Radio Service Contract – microwave link:** There has been no further progress. There was no further discussion. There was no motion made

**Communications:** There were no communications. No motions were made.

**Information:** October 20, 2013 10:00 AM – 12:00 PM – Annual Awards Brunch at the University Club

**Next Meetings:**

- October 24, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- November 14, 2013 at 6:30 PM at the KFD Station – Workshop
- December 12, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

**Adjournment:**

**Motion:** McNab made and Koerner seconded a motion to adjourn the meeting.

The meeting was adjourned at 7:50 p.m.

The motion passed unanimously.

Respectfully submitted,

Jodi Hall  
District Manager